

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



February 7, 1985

ALL-COUNTY INFORMATION NOTICE I- 11-85

See publications

• TO: ALL COUNTY WELFARE DIRECTORS.

SUBJECT: Civil Rights Discrimination Investigation Guidelines

REFERENCE: Division 21-203

Enclosed is a handbook which provides guidelines for county welfare departments to use in conducting Civil Rights discrimination investigations. The guidelines are meant to supplement and clarify current State Department of Social Services (SDSS) Manual of Policies and Procedures Section 21-203. As a result of numerous Integrated Review and Improvement Studies, as well as reviews conducted by the SDSS Civil Rights Bureau, it is apparent that there are many inconsistencies in the manner in which counties investigate complaints of discrimination. Consequently, the guidelines were developed and a series of training workshops will be conducted in an effort to attain statewide uniformity and compliance.

Attendance at the workshops will be mandatory for all Civil Rights Coordinators and it is strongly recommended that the county also send one individual from their training or staff development unit, and one or more individuals from their investigations unit, when applicable.

The enclosed schedule has been developed indicating the workshop dates and locations.

If you have any questions, or foresee any scheduling conflicts, please contact your Civil Rights Liaison Analyst at (916) 322-4134.

Sincerely,

ROBERT T. SERTICH
Deputy Director
Administration Division

Enclosure

CIVIL RIGHTS
INVESTIGATION WORKSHOPS

March 18, 1985

(1) SACRAMENTO

1. Butte
2. Colusa
3. Glenn
4. Lake
5. Mendocino
6. Napa
7. Plumas
8. Sonoma
9. Sutter
10. Yolo
11. Yuba

March 20, 1985

(2) REDDING

1. Del Norte
2. Humboldt
3. Lassen
4. Modoc
5. Shasta
6. Siskiyou
7. Tehama
8. Trinity

March 22, 1985

(3) SAN JOSE

1. Alameda
2. Contra Costa
3. Marin
4. Monterey
5. San Benito
6. San Francisco
7. San Mateo
8. Santa Clara
9. Santa Cruz
10. Solano

March 25, 1985

(4) BAKERSFIELD

1. Fresno
2. Inyo
3. Kern
4. Kings
5. Madera
6. Mariposa
7. Merced
8. San Luis Obispo
9. Stanislaus
10. Tulare

March 27, 1985

(5) LOS ANGELES

1. Imperial
2. Los Angeles
3. Orange
4. Riverside
5. San Bernardino
6. San Diego
7. Santa Barbara
8. Ventura

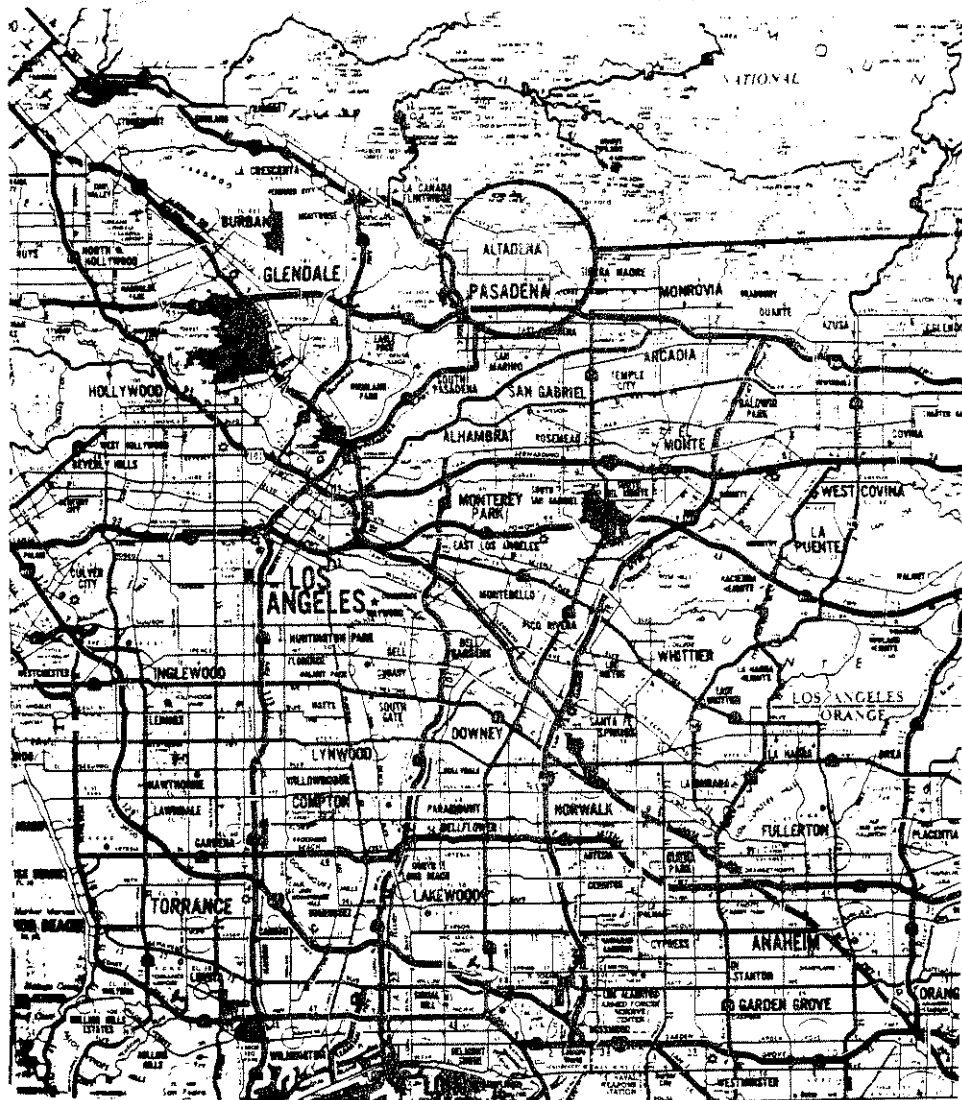
March 29, 1985

(6) SACRAMENTO

1. Alpine
2. Amador
3. Calaveras
4. El Dorado
5. Mono
6. Placer
7. Nevada
8. Sacramento
9. San Joaquin
10. Sierra
11. Tuolumne

CIVIL RIGHTS
INVESTIGATION WORKSHOPS

<u>DATE/TIME</u>	<u>LOCATION</u>	<u>CONTACT PERSON</u>
(1) 3/18/85 10 AM - 5 PM	State Department of Social Services 744 "P" Street, Room - Executive Dining Room, 2nd Floor Sacramento, CA 95814	Mike Fishel (916) 322-4134
(2) 3/20/85 10 AM - 5 PM	Shasta County Welfare Department 2460 Hospital Lane Redding, CA	Mary James (916) 225-5596
(3) 3/22/85 10 AM - 5 PM	Santa Clara County Social Services Department 1555 Burger Dr., Auditorium San Jose, CA	Andy Duran (408) 299-3257
(4) 3/25/85 10 AM - 5 PM	Kern County Welfare Department 1921 - 19th Street Bakersfield, CA	Carl Richards (805) 861-3592
(5) 3/27/85 10 AM - 5 PM	Los Angeles County Department Public Social Services 955 N. Lake Avenue Pasadena, CA	Richard Gonzalez (818) 572-5593
(6) 3/29/85 10 AM - 5 PM	State Department of Social Services 744 "P" Street, Room - Executive Dining Room, 2nd Floor Sacramento, CA 95814	Mike Fishel (916) 322-4134



*Pasadena

EXIT ON LAKE AVE:

Go North to: Department of Public Social Services
Pasadena District Office
955 No. Lake Ave.
Pasadena, California 91104

(Three story white building on West side of Street)

PARKING:

- Handicap parking by front entrance
- Additional parking North side of building

MESSAGE PHONE

- (818) 791-6302